



The Commonwealth of Massachusetts  
**Division of Professional Licensure**  
Board of Registration of  
Real Estate Appraisers  
239 Causeway St, Suite 500, Boston MA 02114  
617-727-3055

**Information for reciprocal real estate appraiser applicants**

Massachusetts General :Law Chapter 112, section 178 (4), provides for the licensure of real estate appraisers. Licensed appraisers are urged to procure their own copy of the Uniform Standards of Professional Appraisal Practice (USPAP) from the Appraisal Foundation, 1029 Vermont Ave. NW, Suite 900, Washington, DC 20005-3517, 202-347-7722. Licensed appraisers are required to be familiar with the Massachusetts real estate appraisal license law and regulations. They may be obtained from the State House Book Store at 617-727-2834 or the Board's web site [www.state.ma.us/reg/boards/ra](http://www.state.ma.us/reg/boards/ra).

The first license is valid for three to four years. Licenses are renewed every three years. All licensees who wish to renew must complete the MASSACHUSETTS requirement for continuing education (264 CMR, 10.01) regardless of the requirements of your home state.

**Applications**

You must fully and correctly complete the attached application. The initial application fee is \$338.00 and **a separate check** for a license fee of \$505.00 must be submitted together with the application. Make both checks payable to Comm. Of MA. The application fee is non-refundable. Examination is NOT required.

If you have any questions, the Board's mailing address and telephone number are above.



Please read all instructions before completing the application. Fill out the application carefully and completely. A **\$338.00 non-refundable application fee** and **\$505.00 license fee** must be submitted together with this application and must be on *two separate checks*. The fees must be paid by checks or money orders payable to the Commonwealth of Massachusetts. Do not send cash. Mail the completed application and fee to the address listed above.

(Street and P0 Box/Apt number) (City ) (ST) (Zip Code)

**11. Business address if applicable:**

\_\_\_\_\_  
(Street and P0 Box/Apt number) (City ) (ST) (Zip Code)

**12. Have you ever changed your name?** ☐ Yes ☐ No  
If yes state previous name(s):\_\_\_\_\_

**13. Have you ever held a real estate appraiser license in Massachusetts or any state or American jurisdiction?** ☐ Yes ☐ No  
If yes, Where? \_\_\_\_\_

**14. Are you the subject of pending disciplinary actions by a licensing/certification board located in the United States or any country or foreign jurisdiction?** ☐ Yes ☐ No  
If yes, attach a statement containing the nature of complaint(s) and name(s) of licensing authority(ies).

**15. Have you ever been convicted of a felony or misdemeanor in the United States or any country or foreign jurisdiction, other than a traffic violation for which a fine of less than \$100.00 was assessed?** ☐ Yes ☐ No  
If yes, attach statement containing the name of court(s) where conviction(s) occurred and the date(s) of conviction. Also provide a certified copy of the criminal judgment(s).

**16. Have you ever voluntarily surrendered or resigned a professional license to a license/certification board in the United States or Foreign jurisdiction?** ☐ Yes ☐ No  
If yes, provide details on a separate sheet.

**17. Have you ever applied for and been denied a professional license in the United States or any country or foreign jurisdiction?** ☐ Yes ☐ No  
If yes, provide details on a separate sheet.

**18. Has any disciplinary action been taken against you by a licensing/certification board located in the United States or any country or foreign jurisdiction?** ☐ Yes ☐ No  
If yes, attach details

**19. Attach an original Certified Record of license history issued by the state through which you seek a reciprocal Massachusetts appraiser certification or license.**

**20. List ALL current license/certifications you hold in the United States or any country or foreign jurisdiction and the state/jurisdiction from which the license/certification was originally issued. Attach a certificate of standing from each state or jurisdiction in which you are licensed/certified, indicating the status of your license and any relevant disciplinary information. You need not provide a certified statement for licenses issued by the Massachusetts Division of Registration Boards of Registration, simply list the profession and license number.**

\_\_\_\_\_

20. This application must be **SIGNED** by one reference who is not a relative and is personally known to the applicant.

I, the undersigned, certify that the applicant, who is known to me, has a good reputation for honesty and fair dealing and is of good moral character. I will be willing to interpret or substantiate to the Board my endorsement, should the Board desire to contact me at a later date.

NAME

ADDRESS

PHONE

Signature of reference: \_\_\_\_\_

21. I, \_\_\_\_\_ (the applicant), hereby certifies, under the pains and penalties of perjury, that I am the applicant named herein and that the statements contained in this application are true and correct to the best of my knowledge and belief and any omission, failure to disclose or inaccuracy may be sufficient to deny licensure or certification. Further, I have not withheld any information that may affect my eligibility of licensure or certification.

I further attest that, pursuant to M.G.L. 62C, s.49A, to the best of my knowledge and belief, I have filed all state tax returns and paid all state taxes required by law.

I attest that I have read and understand the Uniform Standards of Professional Appraisal Practice and the Massachusetts real estate appraiser rules and regulations 264 CMR.

And if at any time my mailing address changes to an address outside the Commonwealth of Massachusetts, I consent that service of process or notice of suits and legal actions may be served on the Secretary of State of the Commonwealth of Massachusetts.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Notary

My commission expires on:

## Checklist

- ◆ The application is fully completed and signed by the applicant
- ◆ The application fee of \$338.00 is included (**NON-REFUNDABLE**)
- ◆ The license fee of \$505.00 is included
- ◆ The character reference is completed and signed
- ◆ The application is notarized
- ◆ All documents concerning criminal or disciplinary proceedings are attached
- ◆ The original certified record of my appraiser license from the state through which I seek reciprocity is attached
- ◆ Original certified records of all other professional licenses from any jurisdiction (excluding the Massachusetts Division of Professional Licensure) are attached